



October 18, 2016

The Honorable Board of Directors  
Los Angeles County  
Regional Park and Open Space District  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Directors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

3-P October 18, 2016

A handwritten signature in black ink, appearing to read "Lori Glasgow".

LORI GLASGOW  
EXECUTIVE OFFICER

**ALLOCATE CITIES EXCESS FUNDS  
AVAILABLE TO THE FIFTH SUPERVISORIAL DISTRICT  
AND AUTHORIZE AWARD AND ADMINISTRATION OF  
A GRANT TO THE CITY OF COVINA FOR  
THE COVINA SENIOR AND COMMUNITY CENTER DEVELOPMENT PROJECT  
(SUPERVISORIAL DISTRICT 5) (3 VOTES)**

**SUBJECT**

Approval of the recommended actions will allocate an amount not to exceed \$1,900,000 in Cities Excess Funds, available to the Fifth Supervisorial District pursuant to the Los Angeles County Safe Neighborhood Parks Proposition of 1996, to the City of Covina for the development of the Senior and Community Center at Kelby Park.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed action not subject to the California Environmental Quality Act, because the action does not meet the definition of a project and for the reasons stated herein and the reasons reflected in the record of the Covina Senior and Community Center Development Project.
2. Allocate an amount not to exceed \$1,900,000 in Cities Excess Funds, available to the Fifth Supervisorial District pursuant to the Los Angeles County Safe Neighborhood Parks Proposition of 1996, to the City of Covina for the Covina Senior and Community Center Development Project.

3. Authorize the Director of the Department of Parks and Recreation, in his capacity as Director of the Los Angeles County Regional Park and Open Space District, to award a grant when applicable conditions have been met, and to administer the grant as of the date of award and pursuant to guidelines in the Procedural Guide for Specified, Per Parcel, and Excess Funds Projects; otherwise, funds shall remain in the Excess Funds account.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS**

Approval of the recommended actions will allocate an amount not to exceed \$1,900,000 in Cities Excess Funds, available to the Fifth Supervisorial District pursuant to the Los Angeles County Safe Neighborhood Parks Proposition of 1996 (1996 Proposition), to the City of Covina for the proposed Covina Senior and Community Center Development Project (Project).

On September 9, 2014 and April 7, 2015, the Board awarded \$650,000 and \$250,000, respectively, in Cities Excess Funds available to the Fifth Supervisorial District pursuant to the 1996 Proposition, for a total of \$900,000 to the City of Covina for the Joslyn Senior Center Project. After Board approval, the Joslyn Senior Center Project was cancelled; the funds are available for the Board for allocation to the proposed Project.

The proposed Project involves the design and development of a new approximately 16,000 square foot senior and community center. The total estimated Project cost is \$6,500,000. The recommended Cities Excess Funds will be supplemented by \$4,000,000 from the City of Covina's General Fund and \$600,000 in Community Development Block Grant funds.

It is also recommended that the Director of the Department of Parks and Recreation (Director), in his capacity as Director of the Los Angeles County Regional Park and Open Space District (RPOSD), be authorized to award a grant when applicable conditions have been met. Applicable conditions include grantee qualifications, consistency between the project and requirements of the 1996 Proposition, as well as grantee agreement with California Environmental Quality Act (CEQA) requirements for the project. It is further recommended that the Director be authorized to administer the grant under procedures previously approved by the Board.

### **Implementation of Strategic Plan Goals**

The proposed recommendations further the Board approved County Strategic Plan Goals of Operational Effectiveness/Fiscal Sustainability (Goal 1) and Community Support and Responsiveness (Goal 2) by providing grant funds to enhance healthy activities in the Fifth Supervisorial District.

### **FISCAL IMPACT/FINANCING**

Sufficient appropriation for the grant, in an amount not to exceed \$1,900,000, is budgeted in the RPOSD's Excess Project Funds, HD6.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The 1996 Proposition requires that agencies to which funds were allocated under the Safe Neighborhood Parks Propositions of 1992 and 1996 encumber all such funds prior to receiving grants of Excess Funds. The City of Covina meets this requirement.

The 1996 Proposition provides a method for determining, each fiscal year, the amount of funds available in the following fiscal year to fund capital improvement projects in addition to the amounts specifically identified for projects in the Safe Neighborhood Parks Propositions of 1992 and 1996. The recommended grant will be funded from the Excess Funds available to the Fifth Supervisorial District for Specified Projects.

The Board may establish additional conditions on grants of Excess Funds. The Director will be authorized to award grants when all applicable conditions have been met. Any funds allocated by the Board, but not encumbered by award of a grant contract in the same fiscal year, shall be available for allocation by the Board in the following fiscal year.

On June 2, 2009, the Board approved the Procedural Guide to govern the administration of RPOSD grants. The Procedural Guide will appropriately govern the administration of the recommended grant as well.

### **ENVIRONMENTAL DOCUMENTATION**

All public agency projects funded by RPOSD are required to comply with CEQA as a condition of the grant. The lead agency is responsible for preparing the appropriate environmental documentation for the project. The City of Covina is the lead agency for the proposed Project.

The proposed actions are not subject to CEQA in that the actions do not meet the definition of a project according to Section 15378 (b)(4)(5) of the State CEQA Guidelines because the actions are a creation of government funding mechanism and administrative activities which, by their terms, do not involve any commitments to any specific projects which may result in a potentially significant physical impact on the environment.

The appropriate environmental document for the Project will be brought to the Board for consideration prior to requesting authorization to construct the Project.

### **CONTRACTING PROCESS**

A Project Agreement will be entered into and administered under authority delegated to the Director of the Department of Parks and Recreation and pursuant to the Procedural Guide approved by the Board in 2009 only if all applicable conditions of the grant have been met.

The Project Agreement will be approved as to form by County Counsel.

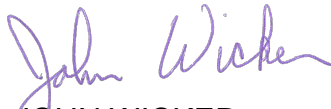
### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The recommended actions will have no impact on any other projects funded by RPOSD. The recommended Project will promote healthy activities in public spaces in the Fifth Supervisorial District.

### **CONCLUSION**

Please instruct the Executive Officer-Clerk of the Board to return one adopted copy of this action to the Chief Executive Office, Capital Programs Division, and to the Department of Parks and Recreation.

Respectfully submitted,



JOHN WICKER  
Director

JW:JB:WRO:tb

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors